



MEMORANDUM

TO: All Superintendents, Charter School Directors, Business Managers and Treasurers

FROM: Melissa K. Ambre, Director
Office of School Finance

DATE: November 6, 2009

SUBJECT: Fiscal Stabilization – Fund 7950 (**Reporting Deadline**)

This memorandum serves as a reminder that **Friday, November 13**, is the reporting deadline for the fiscal stabilization funds received by school corporations and charter schools on June 8, 2009 and September 3, 2009.

In September you received a report applicable to your school that asked for detailed expenditure information to demonstrate that Fund 7950 (Fiscal Stabilization) funds were expended no later than October 31, 2009.

The Office of School Finance provided each school corporation and charter school the amount of fiscal stabilization dollars that were to be deposited into fund 7950. If the amounts were NOT receipted into fund 7950, schools must provide an explanation. Even though funds may have been spent in June, we are only requesting expenditure account information and amounts expended from July 1, through October 31, 2009. Finally, please provide the October 31, 2009 cash balance in fund 7950. If the balance is greater than zero, include a detailed explanation as to why there is a balance.

The form must be filed with the Office of School Finance no later than November 13, 2009. If you have any questions, please call the Office of School Finance at 1-866-234-1414 or locally at 317-232-0840.